

## ATTACHMENT 6. BUDGET

The budget must be consistent with and support the work plan and schedule. The budget attachment should consist of a budget table (Table 3) and explanatory text. In the table, for each work plan task, a budget line item estimate should be presented, as well as a breakdown of the applicant's funding match and requested grant funds. Explanatory text should allow the reviewer to understand how the budget estimate was developed (basis of estimate). This may include supporting information for the budget such as labor categories, hourly rates, labor time estimates, and subcontractor quotes. Subcontractor quotes should also include information supporting the quotes, such as hourly rates and the number of hours required to perform each included task. Submittal of lump sum task estimates may be appropriate; however, applicants must substantiate the reasonableness and logic for using a lump sum basis of estimate. The sources for other funding to complete the proposal must be identified, though a funding match is not required. Applicants are encouraged to limit direct project administrative expenses to less than 5% of the total proposal costs.

The budget for the Water Quality Monitoring Wells for the West Coast Basin Barrier Project (Project) is \$258,319, and is shown in Table 6.1. The Project has a total grant request of \$246,319. All requested grant funds are for design and construction costs, environmental compliance, encroachment and right-of-way permits, and construction management. In-kind labor hours from West Basin staff are considered matching funds that West Basin will be providing to the Project.

A detailed budget is provided in Table 6.2. The table includes, estimated labor hours, rates, and other direct costs. All costs included are eligible for reimbursement according to the DWR grant agreement template.

The budget estimate provided herein is consistent with and supports the work plan and schedule. The budget estimate table presents a budget line item estimate for each work plan task, as well as a breakdown of West Basin's funding match and the requested grant fund amount. Development of a cost estimate for each budget item (task and subtask) presented in the budget table is provided below.

### Task 1 – Project Administration

The budget for this task is equal to the salaries and benefits of two employees that would be co-managing this project. This includes a District Project Engineer and a Water Quality Specialist. The estimated hours for each of these personnel are 37 and 25 respectively with an estimated average cost of \$195 per hour, including salary, benefits and overhead. This assumes the District Project Engineer spending 60% of his time on the project and 40% spent by the Water Quality Specialist, for a total of 62 hours. This equates to a total of \$12,000 for this task, which constitutes 4.6% of the total project budget.

The cost breakdown for the two positions for this task is shown in Table 6.1 below and is based on the Fiscal Year 2012-2013 West Basin adopted Budget:

**Table 6.1**

<b>District Project Engineer</b>		<b>Water Quality Specialist</b>	
Hourly Rate	\$47.91	Hourly Rate	\$54.91
Benefit Factor	\$45.51	Benefit Factor	\$52.16

Indirect Labor	\$28.41	Indirect Labor	\$32.56
Overhead	\$64.56	Overhead	\$64.56
Total	\$186.39	Total	\$204.19

#### Task 1a. Engineering Consultant Selection

The budget for this is included in the District Project Engineer's in-kind labor hours described above and shown as a total of \$12,000 in Table 6.2 below.

#### Task 2 – Environmental Documentation

West Basin has budgeted \$49,500 for CEQA and environmental permitting documentation. This cost includes the median price for a typical non-controversial Mitigated Negative Declaration (with technical reports and filing fees). After professional review, West Basin will determine if a Categorical Exemption may be filed which will save the Project money and time.

#### Task 3 – Preparation of Construction Contract Documents

The budget estimate consists of professional labor time estimates and hourly rates to prepare technical documents that will be used to implement field work. The largest cost item is construction Contract Documents, which includes background hydrogeologic data review, a detailed written work plan, well design drawing, well specifications, site health and safety plan, and project schedule. The budget estimate is based on previous projects of similar scope of work and level-of-effort completed. This budget is based on an estimate of 168 hours and shown in the detailed consultant budget in Table 6.3.

#### Task 4 – Bidding and Award of Construction Contract

The budget estimate consists of professional labor time estimates and hourly rates to prepare technical documents and assist West Basin in requesting and obtaining contractor quotes to perform the field work. The budget estimate is based on previous projects of similar scope of work and level-of-effort completed. This budget is based on an estimate of 76 hours and shown in the detailed consultant budget in Table 6.3.

#### Task 5 – Monitoring Well Construction and Documentation

The budget estimate includes contractor costs and professional fees based on labor time estimates and hourly rates for a full-time field observation and documentation, lithologic logging, waste management, water level monitoring and sampling, well survey coordination, project management by a California Professional Geologist, and well construction report. Contractor budget estimate includes contractor quotes. The largest cost is the drilling contractor's quote of \$78,640 for the installation and development of the two proposed groundwater monitoring wells. The driller's quote is based on unit rates and quantities for quantifiable items and lump sum price for mobilization and demobilization costs. Waste disposal contractor cost is also based on quoted unit rates. A 10% administrative fee is applied to direct expenses and contractor costs. These quotes are included in Appendix E. This budget is based on an estimate of 536 hours and shown in the detailed consultant budget in Table 6.3.

#### Task 6 –Monitoring Progress and Performance

Costs and hours associated with this task are included in Task 5.

#### Task 7 – Project Deliverables for Assessing Progress and Accomplishments

Costs and hours associated with this task are included in Task 5.

#### Task 8 – Construction Outreach

Costs associated with this task are based on previous experience. It is estimated that each monitoring well will have a budget of \$10,000 to perform this task. The total will be \$25,000 which includes a \$5,000 contingency.

**Table 6.2: Budget**

<b>Budget Category</b>		<b>Non-State Share* (Funding Match)</b>	<b>Requested Grant Funding</b>	<b>Total</b>
<b>Task 1</b>	<b>Project Administration</b>	<b>\$12,000</b>		<b>\$12,000</b>
<b>Task 1a</b>	<b>Engineering Consultant Selection</b>	<b>Included in Task 1 above</b>		
<b>Task 2</b>	<b>Environmental Documentation</b>		<b>\$49,500</b>	<b>\$49,500</b>
<b>Task 3</b>	<b>Preparation of Contract Documents</b>		<b>\$10,942</b>	<b>\$10,942</b>
<b>Task 4</b>	<b>Bidding and Award Assistance</b>		<b>\$4,974</b>	<b>\$4,974</b>
<b>Task 5</b>	<b>Monitoring Well Construction and Documentation</b>		<b>\$155,903</b>	<b>\$155,903</b>
<b>Task 6</b>	<b>Monitoring Progress and Performance</b>		<b>Included in Task 5</b>	
<b>Task 7</b>	<b>Project Deliverables for Assessing Progress and Accomplishments</b>		<b>Included in Task 5</b>	
<b>Task 8</b>	<b>Construction Outreach</b>		<b>\$25,000</b>	
<b>Grand Total</b>		<b>\$12,000</b>	<b>\$246,319</b>	<b>\$258,319</b>

A more detailed budget developed by a professional consultant for tasks 2-7 is provided in Table 6.3. The table includes estimated labor hours, rates, and other direct costs, such as travel. All costs included are eligible for reimbursement according to the DWR grant agreement template.

# Table 6.3

**PRICING ANALYSIS SPREADSHEET**

Preliminary Project Budget  
 SCOPE OF WORK: Installation of Two Groundwater Monitoring Wells  
 West Coast Basin Barrier Project  
 SITE: Redondo Beach and Manhattan Beach

												Task	Expenses (10%)						Task	Contractors (10%)								Task	Total
	Senior Princip	Senior Princip	Senior	Senior	Project	Project	Contract	Admin	Staff	CADD	Admin	Labor	Mileage	County/City Permit	CEQA Fees	Equipment	Phone	Direct Cost	Traffic Control	Signage	Driller	Laboratory	Surveyor	Utility Sub.	Waste Disposal	Site Restoration	Expense	Task	
Task Description	229	229	157	123	128	98	80	66	72	101	89	Budget						Budget										Budget	Budget
Task 2 - Environmental Documentation (District to provide)																													
CEQA Negative Declaration			0		0			0				\$0			\$45,000			\$49,500									\$0	\$49,500	
Subtotal	0	0	0	0	0	0	0	0	0	0	0	\$0						\$49,500								\$0	\$49,500		
Task 3 - Preparation of Contract Documents																													
Contract Documents (Plans and Specifications)		2	18		40				4	3	0	\$8,995						\$0									\$0	\$8,995	
Engineer's Cost Estimate		1	4		0							\$857						\$0									\$0	\$857	
Review and Finalize Documents			2		4			4				\$1,090						\$0									\$0	\$1,090	
Subtotal	0	3	24	0	44	0	0	4	4	3	0	\$10,942						\$0								\$0	\$10,942		
Task 4 - Bidding and Award Assistance																													
Issue Bid Package to Subcontractors (Drilling, Waste, Surveyor, etc)		1	2		10		4				6	\$2,677						\$0									\$0	\$2,677	
Bid Preparation Period (Respond to questions)			4		0							\$628						\$0									\$0	\$628	
Receive and Evaluate Bids		1	3		4							\$1,212	\$75					\$83									\$0	\$1,295	
Subcontractor Selection Recommendation			1		1		0				1	\$374						\$0									\$0	\$374	
Subtotal	0	2	10	0	15	0	4	0	0	0	7	\$4,891						\$83								\$0	\$4,974		
Task 5 - Monitoring Well Construction and Documentation																													
Well Siting (2 locations)			1		8							\$1,181	\$75					\$83									\$0	\$1,264	
Well Drilling (County) Permit (2)					6			0	1		1	\$1,086		\$1,040				\$1,144								\$0	\$2,230		
Encroachment/Right-of-Way (City) Permit (2)		1	3		10			1	2		1	\$2,279	\$75	\$3,300				\$3,713								\$0	\$5,992		
Mark Well Location, Utility Clearance (2 locations)					8							\$1,024	\$75					\$83								\$0	\$1,107		
MW-1 Drilling and Well Installation Activities (Contractor)			0		0							\$0						\$0	\$3,000	\$39,320				\$600	\$5,000	\$52,712	\$52,712		
MW-1 Drilling Waste Disposal Activities (Contractor)		0	2		10							\$1,594	\$75					\$83				\$550	\$1,400		\$2,025	\$4,373	\$6,049		
MW-1 Drilling, Well Installation, and Waste Disposal Support			4		58							\$8,052	\$375			\$200		\$633								\$0	\$8,685		
MW-2 Drilling and Well Installation Activities (Contractor)			0		0							\$0						\$0	\$3,000	\$39,320				\$600	\$5,000	\$52,712	\$52,712		
MW-2 Drilling Waste Disposal Activities (Contractor)			0		0							\$0						\$0				\$550	\$1,400		\$2,025	\$4,373	\$4,373		
MW-2 Drilling, Well Installation, and Waste Disposal Support			4		58							\$8,052	\$375			\$200		\$633								\$0	\$8,685		
Well Survey Support (2 wells)			1		6							\$925	\$75					\$83								\$0	\$1,008		
Water Level Monitoring and Sampling (2 wells)			2		10							\$1,594	\$75					\$523				\$300				\$330	\$2,447		
Draft Report		3	10	0	30			4	8	2	0	\$7,139						\$0								\$0	\$7,139		
Incorporate Review Comments and Issue Final		1	3		3			4		1	0	\$1,449				\$50		\$55								\$0	\$1,504		
Subtotal	0	5	31	0	207	0	0	9	11	3	2	\$34,375						\$7,029								\$114,499	\$155,903		
Totals	0	10	65	0	266	0	4	13	15	6	9	\$0,208	\$1,275	\$4,340	\$45,050	\$800	\$0	\$56,612	\$6,000	\$78,640	\$1,400	\$2,800	\$1,200	\$4,050	\$10,000	\$114,499	\$221,319		

**Assumptions:**  
 2012 labor rates, 10% on direct expenses and subcontractors  
 Los Angeles County requires drilling permit \$519 x 2 borings. Expect 2 to 3 weeks for permit issuing.  
 City of Redondo Beach - encroachment (right-of-way) permit fee is \$1500 per site includes deposit and 2 inspections, based on discussion with the city.  
 City of Manhattan Beach - encroachment (right-of-way) permit fee is \$1800 per site including deposit and inspection, based on discussion with the city.  
 Max of 36 drums of waste soil and groundwater generated (\$112.50 ea) for 2 wells  
 Waste soil and groundwater are non-hazardous, drummed onsite, and transported to licensed disposal facility  
 Utility locate - \$600 each site  
 TestAmerica Lab; 1 week TAT  
 Surveyor - min \$2,800 (half day)  
 Site restoration costs for pavement and landscaping repairs are estimated at \$5000 each site.

**GW (4 Samples, including dup and trip blank)**  
**Price No. SubTotal**  
 VOCs 8260 LL \$75 4 \$300

**Waste GW (2 Samples)**  
**Price No. SubTotal**  
 VOCs 8260 LL \$75 2 \$150  
 TPH 8015M w/ SGT \$150 2 \$300  
**\$450**

**Waste Soil (2 samples)**  
 VOCs 8260LL \$75 2 \$150  
 Metals \$98 2 \$196  
 TPH 8015M w/ SGT \$150 2 \$300  
**\$646**